

HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT #

10-105

OPEN PERIOD:

4/16/2010 – 4/30/2010

JOB TITLE:Surface Maintenance
Mechanic Supervisor**PAY GRADE AND SERIES:**

WS-5801-16

PAY RANGE:

\$38.55 – 44.97

POSITION LOCATION:

Long Beach, CA

UNIT:

Long Beach CSMS

PDCN #:

70722000

Security Clearance Required:

National Agency Check

APPOINTMENT TYPE: TEMPORARY PROMOTION NTE 365 DAYS**AREA OF CONSIDERATION:** Current on-board California Army
National Guard Permanent Technicians only.

Military grade of O-4 through O-5.

Compatible Military Grade Assignment: MOS 91A, 90A.**THIS IS A TEMPORARY PROMOTION POSITION****NTE 365 DAYS**

This position is located in the State of California, Joint Force Headquarters—State, Logistics Directorate (J-4), Surface Maintenance Facility. The purpose of this position is to provide overall direction and coordination of subordinate work activities and functions. Participates with management officials in the planning and establishment of long-range work requirements and schedules. Serves as the highest-level subject matter expert in the organization for work accomplished. Work activities and functions are typically controlled through two or more levels of supervision. Subordinate employees are geographically dispersed in several buildings or at work sites on a California military installation that consists of multi-floor buildings and support facilities. The occupation and non-supervisory grade level which best reflects the nature of the overall work operations supervised is Surface Maintenance Mechanic, WG-5801-11.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification is NOT authorized upon approval.

PAYMENT OF PERMANENT OF CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) is NOT authorized, based on a determination that PCS move is not in the Government interest

Position Requires Travel: Infrequent/Rare.

QUALIFICATIONS and EVALUATION:

General: Experience, education, or training that demonstrates the ability to provide technical guidance on work operations, plan work schedules, direct work, and maintain report and records.

Specialized Experience: In addition to the journeyman level knowledge, experience which demonstrates the ability to plan, direct, and organize work assignments; **must have 36 months experience** which required the applicant to review work requirements and establish priorities to meet deadlines; experience which provided knowledge of various lines of work performed; experience dealing effectively with other people and gain their cooperation in achieving common goals; experience in supervising or the potential to perform such duties as evidenced by the ability to communicate knowledge of general supervisory concepts, and knowledge of shop processes.

KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

- Ability to plan and organize the work of the assigned repair function.
- Ability to determine priorities and meet deadlines.
- Knowledge of transportation/mobile equipment repair functions.
- Ability to work with others.
- Ability to oversee and train subordinate supervisors to deal objectively with others and make sound supervisory decisions.
- Ability to devise new methods.

CONDITIONS OF EMPLOYMENT:

Must qualify for appropriate level of security clearance required for the position

Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military

required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current resume.
2. Submit any required documents (see Required Documents below).
3. Submit application package and title file "Resume" or "Application" with your first and last name to the California National Guard – HRO Office via email at: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL
4. Please ensure that the Vacancy Announcement number and position title is indicated in the "subject" line of email.
5. When emailing documents, please submit them in one PDF file or Word file.

IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN 2 BUSINESS DAYS, PLEASE CONTACT THE HRO STAFFING TEAM AT (916) 854-3350

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment **OR** current resume (**mandatory**)
- Transcripts, if applicable
- Miscellaneous Items (i.e., Flight Records, Bar Certification), if applicable
- SF-50/DD214 (Current or Former Competitive Employees, VEOA Eligible), if applicable

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to

NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER